

## **VIRTUAL INSTRUCTION/DISCIPLINE**

The purpose of the Avoyelles Parish School Board (APSB) *Virtual Instruction/Discipline Addendum* is to clarify expectations for student's conduct in the virtual classroom and to provide notice of the possible consequences of inappropriate conduct in the virtual classroom.

Regardless of the model of instruction, student conduct is governed at all times by La. Rev. Stat. Ann. §17:416 and the *Student Code of Conduct*. Conduct that is unacceptable in the physical classroom is, under most circumstances, equally unacceptable in the virtual classroom. While students and parents normally have an expectation of privacy in their home, conduct that occurs in front of a camera and in view of peers and teachers in the virtual classroom may subject students to disciplinary action.

Upon registering for participation in the APSB *Virtual Program*, parents/guardians and students will agree to abide by the APSB *Student Handbook*,—APSB *Virtual Instruction/Discipline Addendum*, and policy *JD, Discipline*. Virtual instruction is defined by statute as "instruction provided to a student through an electronic delivery medium, including but not limited to electronic learning platforms."

To be accepted to the APSB Virtual Program, guardians must apply within the application period and be approved for admission into the program by their home school principal.

### **Section 1: Student Expectations**

All APSB attendance and grading policies will be applicable.

At least 3 hours of work must be completed between midnight and midnight the next day unless the student has an A, B, or C in all classes and is on or

ahead of pace. The student will be marked absent each day this is not complete.

## **Section 2: Technology Platform**

- The Avoyelles Parish School Board will provide a resource for information and technology support for students, parents, and teachers.
- Students must have access to the Google Suite through a Google Chrome browser. Each student will receive their Google account information from their school.
- All APSB accounts are filtered and monitored at all times.
- Chromebooks are used in the schools, so students have familiarity with them.
- Students need access to a microphone and camera on their device.
- You must also have a dependable wireless connection. APSB will provide wireless access points around Avoyelles Parish to supplement those who do not have a dependable internet connection.
- It is important for students to keep track of their assignments and their due dates.

## **Section 3: APSB Issued Devices**

- APSB will loan students a device for use in distance education. Devices remain the property of the Avoyelles Parish School System and must be returned in good condition to the school that issued the device either at the end of the school year or upon withdrawal from that school. Parents and students must sign a Loan Agreement with the Avoyelles Parish School Board to be issued a device (App 1).

- Only use a clean, soft cloth to clean the screen, no cleansers of any type.
- Cords and cables should be inserted carefully into the Chromebook to prevent damage.
- Devices must remain free of any writing, drawing, stickers, or labels that are not the property of APSB Parish Schools.
- Devices are very sensitive to extreme heat and extreme cold; therefore, leaving devices in cars, direct sunlight, etc. that may expose them to these conditions are potentially harmful to the device and should be avoided.
- Do not stack any books, heavy materials, etc. on top of the device as it could cause the device to break.
- Screens can be damaged if subjected to rough treatment and are extremely sensitive to damage from excessive pressure on the screen.
- Do not lean on the top of the device when it is closed.
- Do not place anything near the device that could put pressure on the screen.
- Clean the screen with a soft, dry cloth or anti-static cloth.
- Do not "bump" the device against lockers, walls, doors, floors, etc.
- Parents will be financially responsible for issued devices.
- Parents will have the opportunity to purchase insurance on the issued device.

#### **Section 4: Network Connectivity**

- The Avoyelles School District makes no guarantee that the network will be up and running 100% of the time. In the rare cases that the network is down, the district will not be responsible for lost or missing data.
- Students will not be penalized if the Avoyelles Parish network is down and a completed assignment cannot be accessed for class projects, presentations, etc. as this type of network outage will affect all students and staff in the school building.

## **Section 5: Communication**

All students will communicate using an Avoyelles Parish School Board issued email address with their facilitator when there are questions.

If there are any technology issues, call AVAP.

## **Section 6: Grading**

Online assignments and material are given the same weight as they would during face-to-face instruction (p. 34-37 *APSB Student Handbook*).

Students caught cheating and/or plagiarizing materials will earn a zero, or partial credit as determined by the teacher for those assignments.

Any student that has more than 1 F for a marking period can be forced to go back to school.

## **Section 8: Testing and Exams**

As per the Louisiana Board of Education and Secondary Education (BESE) testing policy, all virtual students must report to school for standardized testing as assigned by the child's school.

## **Section 9: Google Meet Guidelines**

While participating in online learning, students must adhere to the following:

1. Students are to abide by all applicable APSB rules and regulations as referenced in APSB policy (Reference the *Avoyelles Parish Student Handbook and Guide* for policies).
2. Students must abide by the school system's policy *IFBGA, Computer and Internet Use*.

## **Section 10: Meeting Needs for IEP accommodations/504 Accommodations**

Accommodations for Students with IEP/504 Plans will be determined individually according to their plans.

## **Section 11: Discipline**

Students should refrain from engaging in any of the behaviors identified as inappropriate in the *Avoyelles Student Handbook and Guide* while engaged in virtual schooling. The Avoyelles Parish School District has extended its normal behavior guidelines to the virtual classroom with a few modifications that factor in the home setting to include protection of student's constitutional rights while engaged in virtual instruction (Refer to *Avoyelles Parish Student Handbook and Guide*).

Behavior that could result in disciplinary actions for online students include but are not limited to cyberbullying, wearing inappropriate clothing, inappropriate use of electronic media, threats, and intentional disturbance of an online class.

1. Possible corrective strategies may include student/parent/guardian conferences, written behavior contract, school specific intervention, out of school suspension (exclusions from Google Meets), and/or the removal of the opportunity to participate in the virtual program.
2. Expulsion recommendations will be reserved for serious discipline infractions but none that violate a student's constitutional rights in a home setting.
3. All APSB accounts and the Internet are filtered and monitored at all times. If the Internet filters notify APSB of inappropriate content

created or saved on the student's account, the action will be disciplined according to APSB policy, as deemed appropriate as dictated in the *Avoyelles Parish Student Handbook and Guide*.

4. Please be advised that conduct in the virtual classroom related to the display or handling of weapons or drugs, or other conduct that raises legitimate concerns about the safety and welfare of a student, must be reported immediately to the School Principal and/or School Resource Officer in order to assess whether the matter must be reported to local law enforcement and/or the Department of Children and Family Services.

## **Section 12: Truancy**

1. APSB attendance policies apply to virtual instruction.
2. Truancy charges will be filed should a student become truant based upon the minimum number of minutes a child must attend school according to compulsory attendance laws.
3. Students accepted to the virtual program will be accepted for the entire school year. Students will not be able to return to in-person instruction during a school year.